

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
August 15, 2024

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on August 15, 2024, in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Ron Walkoviak, president
Richard M. Spurlock, vice president
Shelley Serres, secretary
Harold W. Greer, assistant secretary
Polly Looper, security coordinator

and being absent:

None

Also present were District resident Louise Weizel, Cheryl Whitfield of the National Memorial Ladies, Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Michelle Kincer of Storm Water Solutions, Dennis Sander of Sander Engineering Corporation, Katie Golzarri and Erin Larimore of Clark Condon Associates, Inc., and Mark W. Brooks of Young & Brooks.

The president called the meeting to order and declared it open for such business as might come before it.

SECURITY REPORT

Security Coordinator Polly Looper reported as to matters regarding security within the District and responded to questions.

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the July 18, 2024 meeting as presented.

NATIONAL MEMORIAL LADIES

Cheryl Whitfield of the National Memorial Ladies (NML) reported as to recent events and plans for coming events at the Fallen Warriors Memorial. She also presented a moving video of a recent ceremony conducted at the Memorial to honor a Navy Seal who lost his life on duty earlier this year. After concluding her remarks and responding to questions, Ms. Whitfield exited the meeting.

Ms. Looper asked that the board be informed when ceremonies are scheduled at the Memorial in case the directors receive inquiries. Mr. Walkoviak noted that the recent ceremony honoring the Navy Seal was a private event.

QUESTIONS/COMMENTS FROM THE PUBLIC

District resident Louise Weizel reported an apparent water leak on Richardson near Barrington. The board asked that District operator Eagle Water Management investigate.

CONSULTANT/VENDOR CONTRACTS

No action was needed.

MONTHLY REPORTS

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. She also presented the District's monthly SPA revenue report. The District is 99.423% collected for 2023 taxes, and over 99% collected for all prior years.

Tiffany Loggins of L&S District Services, LLC, the District's bookkeeper, presented their monthly report. She also presented to the board a list of bills for the approval of payment, a copy of which is attached hereto.

Mike Plunkett of Eagle Water Management Company (Eagle), the District's operator, presented a written summary report regarding District operations and facilities. Mr. Plunkett reviewed their report with the board and responded to questions.

Michelle Kincer of Storm Water Solutions (SWS) presented a written report with photographs reflecting their work at the Cutten Road and Prose Detention Ponds. Ms. Kincer also presented and after discussion, the board unanimously approved an acceptance letter to Harris County Engineering and the Storm Water Quality Permit transfer form for the Prose detention pond.

Upon motion duly made, seconded and unanimously carried, the board also authorized signature of any necessary letters and/or forms needed for renewal of the Storm Water Quality Permit for the Cutten Road Business Park detention ponds.

Dennis Sander of Sander Engineering Corporation (SEC), the District's engineers, presented a written summary report regarding the status of pending District projects. He reviewed their report with the board and responded to questions.

In response to Mr. Sander's inquiry, upon motion duly made, seconded and unanimously carried, the board authorized SEC to begin preparation of a bid package for the District's Sanitary Sewer Rehab Phase 5 project.

Katie Golzarri of Clark Condon Associates, Inc. (CCA), the District's landscape architects, reported as to the status of matters pending with respect to the District's park system. Ms. Golzarri reviewed their report with the board and responded to questions.

After discussion, upon motion duly made, seconded and unanimously carried, the board authorized the expenditure of up to \$5000 for removal of branches from trees located on the District's Park C property that fell into an adjacent neighbor's yard during Hurricane Beryl.

Ms. Golzarri presented and recommended board approval of invoicing from Jinco Inc., the District's landscape maintenance contractor, for the following work items:

- Clean up overgrown vegetation along the Tournament Drive right of way in the amount of \$950
- Removal of dead and dying trees along Cutten Road in the amount of \$3360.

Ms. Golzarri presented and recommended board approval of proposal(s) by Jinco Inc., the District's landscape maintenance contractor, for the following work items:

- Irrigation repairs at Cutten Parkway, at a cost of \$664.00.
- Replace the kiddie mulch at Cy-Champ Park at a cost of \$11,375.00.

Ms. Golzarri presented and recommended board approval of the following Change Orders to the District's contract with Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL) for construction of Parks A and B:

- Change Order No. 10 to prepare the subgrade for the water feature at Park B including excavation, removal of spoil, and addition of 6 inches of cement stabilized sand, at a contract price increase of \$16,850
- Change Order No. 11 for tree and branch removal at Parks A and B, at a contract price increase of \$18,706.08.
- Change Order No. 12 to replace two fence panels at Park A and order two additional panels for future use, and also to furnish and install three 30-gallon pine trees, at a contract price increase of \$3937.50

Ms. Golzarri presented and recommended board approval of the following Pay Application(s) to Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL) on their contract for construction of Parks A and B:

- Pay Application No. 10W in the amount of \$18,543.60 for WSD items
- Pay Application No. 10P in the amount of \$74,385.00 for Park items

After discussion, upon motion duly made, seconded and unanimously carried, the board authorized directors Walkoviak and Spurlock to review options and develop a recommended design for the retaining wall at the Park A parking lot, and to approve a contract change order to implement their recommended design absent any objection by the other directors.

Upon motion duly made, seconded and unanimously carried, the board approved all consultant reports not already approved by separate motion, and all recommended pay estimates, pay applications, change orders, and bills presented.

KLEINWOOD JOINT POWERS REPORT

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the “JPB”). The frequency of the reclaimed water system filter backwashes was normal prior to Hurricane Beryl, and flow was diverted from the filters during and following the storm.

The JPB is proceeding with installation of a submersible sump pump in the reclaimed water wet well to circulate reclaimed water to the chlorine contact basin in order to enable accurate sampling of the reclaimed water at the wet well, which in turn will facilitate delivery of reclaimed water to Champions MUD for irrigation purposes.

PENDING BUSINESS

After discussion, the board unanimously agreed to reschedule the regular September board meeting to 10:00 a.m. on Monday, September 23, 2024.

There being no further business to come before the board, the meeting was adjourned.

Secretary

Attachments - Bookkeeper's Report